

-TO PARENTS AND STUDENTS OF ADVANCE TV 2/3- SYLLABUS

Welcome back to Television Broadcasting. Please take the time to read through the following pages, which explains grading and specific policies for this course. **After reading these materials, please complete, sign, date and return the attached form. You and your student must sign this form before your student may broadcast on WCS-TV or use studio equipment.**

-IF YOU HAVE ANY QUESTIONS, FEEL FREE TO CONTACT ME:

Jeremy Olstyn, Radio & Television Teacher & WPHS/WCS-TV General Manager

e-mail: olstyn@wcskids.net

Phone: TV Studio (call this # during my 4th hour prep)- 586-698-4604

Additional materials can be found on my website: <http://mrolstyn.weebly.com>

SIGN-UP FOR REMIND! It is a simple way for your student to get reminders texted (or e-mailed) automatically regarding the class, tests, homework, etc. (instructions follow below)

Many student videos end up on youtube: youtube.com/warrencinematic

Radio & Television Paraprofessional & WPHS/WCS-TV Operations & Studio Manager
586-698-4501 (available during after school program hours, usually until 9:00 PM).

-ADVANCED TELEVISION BROADCASTING 2 (VPA)

WCS Course ID: HS0671/HS0672

Career and Technical Education Code: CIP 10.0202 (Segment 13)

Course Description: This course is designed to provide a practical “hands-on” experience for those students who have completed Radio and TV Broadcasting 1. A working knowledge of the studio, basic production techniques, news casting, basic broadcast writing and study of station departments will be covered. Recommendation: Radio and TV Broadcasting 1.

-ADVANCED TELEVISION BROADCASTING 3 (VPA)

WCS Course ID: HS0681/HS0682

Career and Technical Education Code: CIP 10.0202 (Segment 13)

Course Description: This course is designed to give selected students a working knowledge of a typical television station and its departments. Students will be responsible for regular television programming and operating the station’s various departments. Production work and job searching will be stressed. Recommendation: Radio and TV Broadcasting 2.

-SUPPLIES NEEDED FOR TV 2/3:

* **School ID with Advanced Radio/TV Sticker on the back (the first sticker is provided at no cost, but if you lose your ID, a new sticker costs \$1). REQUIRED DAILY. Wearing a Cousino ID is school policy; the addition of the Sticker on the back will allow for special access to the studio after school. STICKERS WILL BE AWARDED ONCE STUDENT BRINGS IN ALL SUPPLIES.**

* **Flash Drive (at least 8 GB). Target frequently runs sales on flash drives, so you shouldn’t pay more than \$15 for 8 GB. Attach to your student ID lanyard so you will not lose it. REQ. DAILY.**

* **TV 2/3 Handbook (provided). This will serve in place of a textbook, housing all notes and**

handouts. There is a \$5 replacement fee if lost. REQUIRED DAILY.

“Binding folder.” This will be used each quarter to collect and submit your production book elements for grading. REQUIRED AT EACH “SPOT CHECK.”

***Pen/pencil and notebook. REQUIRED DAILY.**

-CLASSROOM PROCEDURES AND EXPECTATIONS

I have always operated from the perspective that students come to school to learn; in turn, I come to school to teach. Learning requires thinking. Thinking can be hard. Contrary to what you might believe about TV-2/3, it will require moderate amounts of THINKING and ACTION. You will either choose to THINK and ACT, or you will make the choice to refrain from these activities. Your choices will dictate the grade that you earn in this class.

As your teacher, you can expect me to....

- ... show up everyday with the true passion that I hold for the art and science of media creation.
- ... provide a safe, fair environment where students are encouraged to ask questions and demonstrate their learning.
- ...give my students the utmost respect and expect the same in return.
- ...teach production skills, give notes, explain material and assessment methods.

As a student of TV-2/3, I expect you to....

- ...treat EVERYONE WITH RESPECT. This includes me, the parapro, other students, administrators and substitute teachers. Bullying and demeaning language is unacceptable.
- ...come to class everyday with required materials, be well rested and ready to learn.
- ...ask questions, participate in class discussions, take notes and complete homework on time.
- ...stay awake and involved during classroom presentations and videos.
- ...review and study for assessments.
- ...produce quality videos, manage the studio and our youtube product, and set a good example for “TV Rookies.”
- ...listen to student staff members in relationship to their area of expertise.

Parents, I hope that you will...

- ...communicate with your student daily about homework and upcoming tests.
- ...have your student explain the material to you. It will help them to solidify what they know.
- ...provide students with ample time and a quiet place to study.
- ...encourage them to seek help when discouraged.

Equipment Policy- All TV Studio and Take-Home equipment is limited to use specified for TV-2/3 class ONLY. You may not use any Radio or TV equipment to work on “outside projects,” for other classes, or personal use. Sign-out of all equipment and studio space is at the discretion of the TV Teacher and Paraprofessional, and must be returned in “like condition” prior

to school the morning following sign-out. **ANY DAMAGED OR LOST EQUIPMENT WILL BE ASSESSED AS A SCHOOL FINE, SIMILAR TO A LOST TEXTBOOK.**

Cell Phone/mp3 Player Policy- Cell phones cause not only distractions from work, but audio interference as well; try setting a cell phone atop a small radio to hear it for yourself. Cell phones, headphones and mp3 players are not to be used during class anywhere in the radio or TV rooms (this includes texts). Any unauthorized use of a cell phone during class will result in detention and referral per school policy. Repeat offenses will be referred to the appropriate office.

Food/Drink Policy- Food and drink are not allowed in the TV Station or adjoining studios at any time. Bringing food or drink into the class will result in a tardy. Repeat offense will result in referral.

Tardy Policy- The door to the main hall will be closed (and locked) once class begins. You will be marked tardy for showing up late and disrupting the class. Tardy entrance will be logged and follows the school's detention and suspension policy.

-TV 2/3 GRADING

A word on coming to school and being on time: as a Career-Technical course, we operate the TV station as a business. Since we are not located at CPC (like most CTE classes), we do not have block scheduling and are limited to the standard classroom hour. As such, your attendance and coming on time is vital. I will issue tardies in accordance to school policies. Each student will have two bathroom passes at the beginning of each quarter. Any pass beyond that will result in a tardy (exceptions will be made for legitimate, documented medical needs).

All of your grades will fall into 1 of 2 categories, per district guidelines: **Homework (25% of your marking period grade) or Assessment (75% of your marking period grade).**

Homework will include completing and checking in your Agenda on a weekly basis and other minor assignments (details on the following pages).

Assessments are comprised of Projects, Proficiencies, and Written Tests (details on the following pages).

The **Final Exam** will be built from the test content, lectures, and hands-on work covered throughout the semester. The final grade for the semester will be based on:

1st Card Marking Grade = 40%
2nd Card Marking Grade = 40%
Final Exam = 20%
Total Grade = 100%

Absent Work – Students are responsible to get notes and homework from the teacher or a peer. Students have 2 days to complete homework if the absence is excused.

Late Work – An assignment is considered late if it is not with you when you walk into the classroom. Late work may be accepted for less than full credit, per assignment guidelines.

-AGENDAS, PROJECTS, PROFICIENCIES & TESTS

Agendas are our primary tool for keeping track of **involvement**, which counts as homework. Everyday, students will be expected to keep a brief, but accurate account of what they did each TV class hour (Daily Class Participation) as well as any additional time spent working after school (Weekly After School Hours). The instructor fully expects an honest rendition of what the student did, and will contrast the agenda with their own observations to arrive at a final score each week (this includes random “spot checks” on daily work). **Agendas must be in the student’s possession during class at all times.** Logging activities in agendas is an ongoing, daily task. Each Friday, students will turn in agendas in the designated location at the beginning of the hour for grading (see example of proper agenda logging attached). Because you will turn in Agendas on Friday, **YOUR MEASURED WEEK WILL RUN FRIDAY FROM THE PREVIOUS WEEK THROUGH THURSDAY OF THE CURRENT WEEK.** Late agendas will not be accepted, except in the case of absence. Agendas or **Weekly Points** are composed of-

Daily Class Participation – **2 points per day (10 points per week).**

Work on TV related business (includes announcement recording rotations, planning, shooting, and editing performance reviews, actively participating in lectures and mini-workshops, *assisting in the Radio Station if needed*) **for the entire hour and actively** looking for things to do you will earn 2 full points... 1 point suggests a student that wastes some time/arrives tardy and/or waits to be **told what to do**... 0 points will be given to anyone that naps during class, works on homework for other classes without permission, skips class, does not do the work they are assigned, or spends the hour “hanging out.” **All activities performed during class hours must be logged in student’s personal agenda, which must be with student at all times.**

Weekly After School Hours – **4 pnts poss. per week, extra credit.**

All Advanced TV Students may complete 4 hours of after school work for extra credit; each hour is worth 1 point. These extra credit points will added to weekly points, but can only be applied to homework (not assessment grades). This time can include, within reason, anything you normally wouldn’t be doing if you didn’t have TV class. Examples include: Filming for an original show or Project, recording interviews, station meetings, recording a sports package at a game. These hours can only be counted if they occur outside of the normal school day. All activities performed after school on behalf of the TV program must be logged and circled in student’s personal agenda (on the current Thursday), which must be with student at all times.

Projects (1 per Semester) are considered assessments. Students will be expected to hand in 1 example of their best work each card making. In 2nd Semester, we will be making a short film as a class. For 1st Semester, you can choose from a variety of video competitions at the state and national level. Theses come w/ their own deadlines, which may supercede class deadlines (ie, a contest might require delivery by Dec1, which is prior to the end of the Semester).

As you can imagine, most of these projects will require several weeks to complete, as the video production process is fairly complex. As such, each Project is broken down into 4 distinct components and associated grades:

Pitch and Approval	(week 1) – 20 points
Storyboard/Shot List	(week 2) – 20 points
Rough Cut	(week 6) – 20 points
Final Project in proper format	(week 7) – 40 points

TOTAL – 100 Cumulative Points (40 points 1st CM, 60 in second)

These project checks are “hard deadlines,” so if you miss the due date, you miss that portion of the grade. The majority of this work should be recorded and archived by the student on their flash drive (and backed-up on their home computer) to be used on their personal **Demo Reel**. Due dates will be posted will be dependant on what hour you have the class.

Proficiencies (4 per card marking, first semester) are considered assessments. The TV Studio is filled with equipment and potential skills that each student must master. Students can test on pieces of equipment throughout the card marking in one of two ways; by setting up a test time with the paraprofessional during or after school or by using the equipment correctly during a recorded show/announcements/etc while the paraprofessional or teacher observes. Each piece of equipment is worth a set number of points, and is a pass or fail grade. While this may seem extreme, students can retest for the full number points as many times as they like. The goal is to have all students that take the time to practice their skills and become proficient at professional tasks. In all cases, **it is the student’s responsibility to coordinate their testing times with the paraprofessional or teacher before the posted cutoff date**. Possible Proficiencies will be posted. TV-3 WILL HAVE ALTERNATE, WEEKLY AFTER SCHOOL SHOWS/ RESPONSIBILITIES.

Patriot Platform An “as live” show that includes a variety of roll-in segments, produced every other week. YOUR SEGMENT WORK COUNTS AS 10 HOMEWORK PNTS, DELIVERY FOR SHOW COUNTS AS 10 TEST PNTS.

Micro-shorts (varies, second semester) will be group grades that demonstrate your understanding of the film production process. Also includes class grades for select DA’s.

Written Tests will occur once per card marking. Each card marking, we will cover specific areas of the TV industry and video production. Students will be expected to take notes and study, as they will be tested on these subject areas.

Final Exams will express explicitly what a student has learned during their semester of TV:

Written Final – 100 points

The Final will consist of questions related to the business of Television and aspects of production. Questions will be pulled from classroom handouts, discussions, and practical applications of video related technology, as well as prior tests. A study session will be offered during class prior to the Written Final.

The following lists the options offered to students to complete work based learning:

- 1. Event DJ- Live DJ for a dance or other sound-support required event.**
- 2. Remote Broadcast- Live broadcast from an off-campus location/event.**
- 3. Sports Broadcast- Live broadcast from an off-campus sporting event.**
- 4. Prospective Sponsor Meeting- Meet with a local business owner regarding potential sponsorship of radio station or video channel.**
- 5. Judge a Film Festival- Monthly opportunity to view locally curated films and help select the monthly winner (Mitten Movie Project, Royal Oak).**
- 6. Interview a Professional- In radio, television, or film and write a 2 page report.**
- 7. Video- Field Production, off campus.**

Nondiscrimination Statement

In compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, the Americans with Disability Act of 1990, the Elliott-Larsen Civil Rights Act of 1977, and the Genetic Information Nondiscrimination Act of 2008, it is the policy of the Warren Consolidated Schools that no person shall, on the basis of race, color, national origin, sex, (including sexual orientation or transgender identity), disability, age, religion, height, weight, marital or family status, military status, ancestry, genetic information, or any other legally protected category, (collectively, “Protected Classes”) be excluded from participation in, be denied the benefits of, or be subjected to, discrimination during any program, activity, service or in employment. Inquiries should be addressed to the Chief Human Resources Officer, 31300 Anita, Warren, 48093.



Sign up for important updates from Mr. Olstyn.

Get information for **Cousino Senior High School** right on your phone—not on handouts.

Pick a way to receive messages for **AdvTV**:

A If you have a smartphone, get push notifications.

On your iPhone or Android phone, open your web browser and go to the following link:

rmd.at/tv2and3

Follow the instructions to sign up for Remind. You'll be prompted to download the mobile app.



B If you don't have a smartphone, get text notifications.

Text the message **@tv2and3** to the number **81010**.

If you're having trouble with **81010**, try texting **@tv2and3** to **(586) 782-3230**.



Don't have a mobile phone? Go to rmd.at/tv2and3 on a desktop computer to sign up for email notifications.

Download/view/print the syllabus at the link below:
<http://mrolstyn.weebly.com/syllabus-all-classes.html>

-CONTRACT

Please confirm that you have read the syllabus by signing and returning the card provided.

By signing and returning the QR card, we agree we have read and understand the documents regarding TV-2/3. Further, we agree to abide by all rules and regulations therein. We also understand that all documents, grading and procedures are subject to change; students will be notified of any changes. We the undersigned will be held responsible for any lost or damaged equipment.